



Robert J Jefferson  
Director

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**TOWN OF ARLINGTON**  
**OFFICE OF EMERGENCY MANAGEMENT**

Local Emergency Planning Committee  
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**Minutes**

Meeting: Wednesday February 15, 2012 9:00 am  
Community Safety Building –EOC First floor

Attendance: Attendance: Robert Jefferson, AFD Chief/EMD Director, Owen Carrigan, EMD Deputy Director, Joan Roman, Public Information Officer, Christine Connolly, Director Health & Human Services, Ted Wilson School for Children, David Good, Chief Technology Officer, Rich Raymond, Armstrong Ambulance, Captain Kevin Kelley, AFD., Mark Miano, DPW Facilities, Jim Bailey, AFD, Captain Rich Flynn, APD, and Kristen Pitocco, Mount Auburn Hospital.

Update of Telephone and contact list: Chief Jefferson discusses he is updating this list and it will be part of the CEMP summary document. He has assigned Capt. Kevin Kelly to work with Joan Roman and Chief Jefferson to finish the CEMP summary document.

**Training Discussions:**

- Web EOC, ICS – Chief Jefferson asks group to review these training sessions and let him know who needs to have them and he can direct them to upcoming sessions.

- Ham Radio – Owen has provided a notice for some outreach for these operators to Joan. Joan plans to send to local media, Town of Arlington Notices in the next week or so. Chief Jefferson will be accepting inquiries from prospective volunteers.

- Sheltering tabletop – H&HS Director Christine Connolly discusses the need to be better prepared on sheltering. Plans to have “tabletop” exercises at the next meeting so the group has a better understanding on how to open a shelter, what roles people play, and how shelters work. The ultimate goal is to partner with area shelters, currently there isn’t organization on a regional scale and the Town should be prepared.

Regional Committee status – Mystic Region REPC (Regional Emergency Planning Committee): LEPC voted in the affirmative to join the Mystic Regional Committee. Owen Carrigan will find out next steps to be join. Membership in this committee will provide Arlington better connections with area municipalities in the event of an emergency, plus eligible for federal funding.

New Town phone notification system – Arlington Alert - Code Red:  
PIO Joan Roman reviews Arlington Alerts, an update to the Reverse 911 system. The new system has self-registration, email and text capabilities. Roman encourages everyone to sign up to the system. Also some discussion on the new system's ability to set up internal group contact lists (phone, email, text). It could be useful for say having all the MRCs on there to do a group call, or a list of restaurants. The challenge of course is that these lists are only as good as the content entered. The effort in maintaining a list needs to be considered in evaluating whether or not this mechanism can be useful.

#### New Business

##### NSTAR Follow Up

Chief Jefferson reports on that the Town did follow up with NSTAR regarding the storms last fall (problems with priority deployment). He reports that NSTAR will be assigning a liaison to Arlington. This liaison will serve approximately 4 municipalities vs. 20, which was the norm.

##### NERAC

Chief Jefferson reports that NERAC has sent him some updated literature that provides an overview of resources available to Arlington (sandbags, supply caches, sign boards, etc). They are funded by Homeland Security and was informing public safety personnel that this is another resource (as well as MEMA) to consider for emergency operations.

#### Next Meeting:

May 17, 2012 at 9:00AM

Community Safety Building – EOC First Floor